

## Program Schedule

***Please note:*** The Strategic Sourcing Certificate Program consists of 5 one-day module courses. You will be **required to attend all modules** to earn your certificate. Please ensure that your schedule allows for full day participation at ALL modules. Switching between Sections is strongly discouraged and requires preapproval.

### SECTION 23 – BOSTON

Date	Time	Module	Location
Tuesday, October 6, 2015	9:00 AM – 3:30 PM	Module 1: Assess Sourcing Opportunity and Planning	One Ashburton Place, Boston – 21 <sup>st</sup> Floor Conference Room 1
Tuesday, October 13, 2015	9:00 AM – 3:30 PM	Module 2: Research and Market Analysis	One Ashburton Place, Boston – 21 <sup>st</sup> Floor Conference Room 1
Tuesday, October 20, 2015	9:00 AM – 3:30 PM	Module 3: Request for Response (RFR) Development and Evaluation Criteria	One Ashburton Place, Boston – 21 <sup>st</sup> Floor Conference Room 2
Thursday, October 29, 2015	9:00 AM – 3:30 PM	Module 4: Evaluating Responses and Negotiation Basics	One Ashburton Place, Boston – 21 <sup>st</sup> Floor Conference Room 3
Tuesday, November 3, 2015	9:00 AM – 3:30 PM	Module 5: Contract Execution and Vendor Management	One Ashburton Place, Boston – 21 <sup>st</sup> Floor Conference Room 1
Friday, November 13, 2015	9:00 AM – 3:30 PM	SNOW/MAKE-UP DAY (IF NEEDED)	One Ashburton Place, Boston – 21 <sup>st</sup> Floor Conference Room 3

Program Schedule

**SECTION 24 – Stowe, MA**

Date	Time	Module	Location
Friday, November 6, 2015	9:00 AM – 3:30 PM	Module 1: Assess Sourcing Opportunity and Planning	Department of Fire Services, Links Room, 1 State Road, Stowe, MA 01775
Thursday, November 12, 2015	9:00 AM – 3:30 PM	Module 2: Research and Market Analysis	Department of Fire Services, Links Room, 1 State Road, Stowe, MA 01775
Thursday, November 19, 2015	9:00 AM – 3:30 PM	Module 3: Request for Response (RFR) Development and Evaluation Criteria	Department of Fire Services, Links Room, 1 State Road, Stowe, MA 01775
Tuesday, December 1, 2015	9:00 AM – 3:30 PM	Module 4: Evaluating Responses and Negotiation Basics	Department of Fire Services, Links Room, 1 State Road, Stowe, MA 01775
Thursday, December 10, 2015	9:00 AM – 3:30 PM	Module 5: Contract Execution and Vendor Management	Department of Fire Services, Links Room, 1 State Road, Stowe, MA 01775
Thursday, December 17, 2015	9:00 AM – 3:30 PM	SNOW/MAKE-UP DAY (IF NEEDED)	Department of Fire Services, Links Room, 1 State Road, Stowe, MA 01775

Program Schedule

**SECTION 25 – DOT**

Date	Time	Module	Location
Monday, October 26, 2015	9:00 AM – 3:30 PM	Module 1: Assess Sourcing Opportunity and Planning	Department of Transportation, Rooms 5 & 6, 10 Park Plaza, Boston, MA 02116
Monday, November 2, 2015	9:00 AM – 3:30 PM	Module 2: Research and Market Analysis	Department of Transportation, Rooms 5 & 6, 10 Park Plaza, Boston, MA 02116
Monday, November 9, 2015	9:00 AM – 3:30 PM	Module 3: Request for Response (RFR) Development and Evaluation Criteria	Department of Transportation, Rooms 5 & 6, 10 Park Plaza, Boston, MA 02116
Monday, November 16, 2015	9:00 AM – 3:30 PM	Module 4: Evaluating Responses and Negotiation Basics	Department of Transportation, Rooms 5 & 6, 10 Park Plaza, Boston, MA 02116
Monday, November 23, 2015	9:00 AM – 3:30 PM	Module 5: Contract Execution and Vendor Management	Department of Transportation, Rooms 5 & 6, 10 Park Plaza, Boston, MA 02116
Friday, December 4, 2015	9:00 AM – 3:30 PM	SNOW/MAKE-UP DAY (IF NEEDED)	Department of Transportation, Rooms 5 & 6, 10 Park Plaza, Boston, MA 02116